Video #2

Slide 11 (12)
Welcome to this video about GSA's carbon footprint tool. In this section we're going to have a bit of a demonstration about how the tool works and go into depth about some of the functionality behind the carbon footprint tool.

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As we get started, I want to point out the five key principles of a quality greenhouse gas inventory. Those are: Relevance, Completeness, Consistency, Transparency, and Accuracy. The carbon footprint tool was designed around these five principles and you'll see these come up as we go through the discussion over the next few slides. These are particularly important with federal greenhouse gas inventories because you need to be completely transparent about how we're making the calculations and arriving at the figures about how we're doing today and how we're doing over time with respect to our greenhouse gas emissions.

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As you go through the process of creating your greenhouse gas inventory, the carbon footprint tool can help you with each of the steps. From designing your greenhouse gas inventory to the collection of data, the calculation of your emissions based on different factors, and your consumption of consumption of energy for example, the Carbon Footprint Tool can help you with the reporting of your emissions.

As you set targets it can help you figure out how you are doing over time and see some very nice visuals as to where in your portfolio you might have some strengths and where you might have some weaknesses. And then of course, in the inventory process, the goal is not just to create the inventory, but to manage our emissions and reduce our emissions over time. Thankfully, activities that reduce greenhouse gas emissions tend to save money at the same time such as reduce our energy bills and fuel costs.

So the carbon footprint tool can help you as you plan, develop, and manage your greenhouse inventory.

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As you design your inventory, you'll be able to create each of the sites, perhaps all of the different buildings within your building portfolio and as you enter those they’re automatically geo coded and things like the emission factor for your utility sub region are put in and associated with those particular sites.

You also have the ability to assign roles. So you may want to assign a user role to a facility manager who is collecting data for a specific site (Whereas you may have administrator that are responsible for rolling up the report and seeing the results from many different sites). There's also a built in quality assurance process as well. So that roll assignment is another key feature as you design you inventory that the carbon footprint tool can help you out with.

Slide 15 (16)
As you enter your sites you've got the ability to group these sites into regions or campuses. So if you want to see how sites are doing as a group, rather than your individual or enterprise wide metrics, you can do that in the Carbon Footprint Tool as well.

Slide 16 (17)
In the analyzer section of the tool, this is where you can create your annual record for your federal greenhouse gas reporting. You can also create alternative scenarios to do a little bit of what if analysis. What if we reduced our natural gas consumption by 10%. You can make those changes in that scenario and see what the impact would be on your projected greenhouse gas inventory. You have the ability to sort these fields easily as well as get data very quickly in and out of the tool.

Slide 17 (18)
As you enter data in the Carbon Footprint Tool you don't have to enter, or even see every field, because there are so many different types of emissions sources you can just specify through checkboxes which types of information you want to enter.

For scope 1 if all you have is natural gas, petroleum, and some additional fugitive emissions you can just check those. and as you go throughout the rest of the tool when you go to enter the information, not only will you be able to jump from category to category, the tool will automatically calculate your running total for your greenhouse gas inventory for this scenario.

Slide 18 (19)
Now as you go throughout in the manual entry method as you're entering data you've got embedded tool tips so that if there are different chemical names or cast numbers that you may not be familiar with. Or if you're just not sure what to put in a particular field, there's guidance as you go throughout.

You can also find links to reference documents that can help you find what your requirements are for these particular fields. And for each tab you'll see additional amounts of guidance as well to help make sure that you don't need to be a greenhouse gas expert to get your inventory created.

Slide 19 (20)
Now there are many different types of emissions that the Carbon Footprint Tool can accommodate, but if you have your own custom emission source that you want to put in, you can do that as well.

Slide 20 (21)
Now in terms of getting data out of the tool, you've got several different options. One is to report your emissions using the reporting tool. These reports are designed with transparency in mind so not only will you see what the end results are, but there will be plain English about how these calculations were made.

You can use these reports, you can also directly export your greenhouse gas inventory into the FEMP reporting workbooks with a click of a button.

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You may interested at the agency level at seeing how some of your different sub-organizational, such as your bureaus are performing. You can assign different roles to different bureaus so that the people in one bureau can see their data, but not necessarily the data of the other bureau, but you at the department or agency level can roll all that data up and drill down as needed.

Slide 22 (23)
As you create your inventory you can get some great at a glance metrics for you enterprise wide performance. You can see how you're doing today by scope and by type of emissions source. You can

see your trends over time so you can compare one year to the next and you can do a few years at a time.

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From there you can use our dashboards to make some very quick analysis ("What would it do to our emissions if next year we increased telecommuting by 73%?", or some other factor like server virtualization, if you wanted to increase that "What would that do to our actual emissions?") These aren't based on hypothetical numbers or averages, these are based on your actual inventory and the calculations are applied to the inventory that you have. That way if your agency doesn't do any travel, teleconferencing might not do as much for you; Whereas if you do a lot of travel, teleconferencing might have a huge impact on your emissions.

So you're able to use these sliders to see "what if we did this or that." and then if you have two different measures, for example, that have the same greenhouse gas impact, you may want to choose the one that costs less to get the most bang for your buck.

Slide 24 (25)
Now we also have a map feature so that you can see your portfolio of facilities and get information about how they're doing relative to one another in terms of emissions.

Slide 25 (26)
We've also embedded some other layers of information such as: LEED Certification status, your eGRID region, and an hourly air quality index data so that you can have a full picture of some of the different data sets that help you make decisions with respect to sustainability.

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There's also training resources available, like this video, as well as other videos. We also have live and web based training. There's a user guide that can help you walk through the entire process of creating your inventory.

Slide 27 (28)
Now if you've used the Carbon Footprint Tool before you'll see that this year we're adding quite a few additional features. So if you have been using the tool, you'll be the first to benefit from those new features and if you get started today you'll do the same. We want to make sure the tool grows from being an assistant to your reporting needs to having it actively manage

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So if you're interested in using the tool send an email to https://www.carbonfootprint.gsa.gov

You can also get a preview account https://www.carbonfootprint.gsa.gov

If you would like information on the scope 3 commuter survey there's another video in this series specifically about the survey. You can also visit the link on this screen.

If you'd like additional information reach out to Jennifer Hazelman at the contact information shown.

Thank you.